



City of West Allis

11301 W. Lincoln Ave.
West Allis, WI 53227

Meeting Minutes

Board of Police and Fire Commissioners

*Commissioner Joseph Kempen, President,
Commissioner Donald Nehmer, Vice-President,
Commissioner Amy Heron, Secretary
Commissioners Fred Mikolajewski and David Princeton*

Thursday, March 19, 2015

6:00 PM

Police Court Center

REGULAR MEETING

A. CALL TO ORDER

Commissioner Kempen called the meeting to order at 6:00 PM

B. ROLL CALL

Present: Commissioners Joseph Kempen, David Princeton, Fred Mikolajewski, Amy Heron

Excused: Commissioner Don Nehmer

Also Present: Fire Chief Steve Bane, Deputy Chief Mason Pooler, Battalion Chief David Jarosch – Fire Department; Police Chief Charles Padgett, Deputy Chief Chris Botsch, Deputy Chief Bob Fletcher, Captain Steve Beyer, Captain Barry Waddell – Police Department; Bridget Kennedy, Recording Secretary

C. APPROVAL OF MINUTES

A motion was made by Commissioner Princeton and seconded by Commissioner Mikolajewski to approve the minutes of the February 19, 2015 Regular Meeting Minutes.

The motion carried unanimously.

D. FIRE DEPARTMENT

1. Fire Department Financial Report

Fire Chief Steve Bane submitted the Fire Department Financial Report.

Chief Bane stated that to date, the department is under budget and in very good shape.

The Commissioners had no additional questions or comments and the report was placed on file.

2. Sick and Injured Report

Fire Chief Steve Bane submitted the Sick and Injured report for February.

Chief Bane noted that as reported at the February meeting, January short-term sick was quite high due to the cold and flu season. Chief Bane stated that February 2015 short-term sick numbers are much lower compared to same time last year, however, he indicated that it is expected FML will increase over the next months due to a number of anticipated babies to be born. Chief Bane also noted that currently there are no members on light duty and explained

that if someone is injured on the job, it is required that they participate in light duty. If the member is injured off duty, then depending on the sick plan a member is on, they can choose to participate in light duty or not. Chief Bane explained that there are members of the department that fall under the old sick plan, which has no incentive to participate in light duty as sick days are not lost; however, most members are now falling under the new sick plan, and participating in light duty is an incentive for those members who would prefer to save their sick days instead of using them up.

The Commissioners had no additional questions or comments and the report was placed on file.

3. Master Plan Performance Snapshot

Fire Chief Steve Bane submitted the Master Plan Performance Snapshot report.

Chief Steve Bane stated he is expecting Finance to finalize end of year numbers and he will then update the financial portion of the Performance Snapshot report accordingly.

The Commissioners had no additional questions or comments and the report was placed on file.

4. Firefighting Activity Report

Deputy Chief Mason Pooler submitted the Firefighting Activity Report prepared by Assistant Chief Jay Scharfenberg.

DC Pooler noted that the department is approximately 200 runs ahead for the month of February. DC Pooler discussed a fire that took place on Super Bowl Sunday indicating that it was a chimney fire at a residence. DC Pooler noted that weather issues that day made it very difficult and stated that Engine 3 got stuck in the snow enroute to the fire. DC Pooler stated that good Samaritans helped snowplow out Engine 3 and they were able to continue to the fire in a timely fashion. DC Pooler stated that even with the weather issues and the stuck engine, the department did a great job in stopping the fire and most of the damage to the residence was contained to the attic and 1 bedroom.

The Commissioners had no additional questions or comments and the report was placed on file.

5. Training Activity Report

Deputy Chief Mason Pooler submitted the Training Activity Report prepared by Interim Deputy Chief, Joe Levenhagen

DC Pooler stated that the second and fourth weeks of February were devoted to annual ice rescue training exercises. DC Pooler explained that these training sessions consisted of classroom instruction, personnel equipment familiarization drills and then conduction of the actual water/ice rescue exercises at the Quad Graphics training facility in West Allis.

The Commissioners had no additional questions or comments and the report was placed on file.

6. Fire Prevention Activity Report

Deputy Chief Mason Pooler submitted the Fire Prevention Activity Report.

DC Pooler stated that inspections to date are ahead of schedule and he noted that all inspectors are making use of outlook calendars to schedule and follow-up on inspections as well as other timekeeping efforts to stay organized and on task with inspections. DC Pooler stated that one of the inspections bureau goals is no violations past 90 days and currently the division is in 100% compliance.

The Commissioners had no additional questions or comments and the report was placed on file.

7. Emergency Medical Services Activity Report

Fire Chief Steve Bane submitted the Emergency Medical Services Activity Report prepared by Assistant Chief Kurt Zellmann as well as the February Highlighted Calls.

Chief Bane stated that call volume is up; noting that one reason behind the increase is the shared services process. Additionally, Chief Bane stated that when Mobile Integrated Health Care Coordinators visit a patient that is also counted as a run, even though the call is not processed thru the normal 911/dispatch channel.

Chief Bane reviewed briefly some of the calls noted on the February Highlighted call report.

The Commissioners had no additional questions or comments and the report was placed on file.

8. Emergency Medical Services Revenue Report

Fire Chief Steve Bane submitted the Emergency Medical Service Revenue Report prepared by Assistant Chief Kurt Zellmann.

The Commissioners had no additional questions or comments and the report was placed on file.

9. Request for Approval: Stryker Power Cot

Fire Chief Steve Bane submitted an approval request for a sole source purchase of a Stryker Power Cot. Chief Bane stated that this will be purchased with carry over funds from the 2014 budget.

A motion was made by Commissioner Princeton and seconded by Commissioner Mikolajewski to approve the Stryker Power Cot purchase as noted above and presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron

No: 0

10. Request for Approval: Off-Road Ambulance

Fire Chief Steve Bane submitted an approval request for the sole source purchase of an off road ambulance.

Chief Bane stated the cost for this off-road ambulance is \$54,500.00, however, grant funding received from the Wisconsin Department of Transportation will cover \$45,000 and the

remaining \$9,500 will be paid out of the fire department's Act 102 EMS Funding Assistance Program account.

A motion was made by Commissioner Mikolajewski and seconded by Commissioner Princeton to approve the off-road ambulance purchase as noted above and presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron
 No: 0

11. Request for Approval: Command Vehicle

Fire Chief Steve Bane submitted an approval request for the purchase of a new command vehicle and necessary lighting, lettering and striping of the command vehicle.

Chief Bane stated that the current Battalion Chief vehicle has been in service for almost 20 years and although still running effectively, it does need to be replaced. Chief Bane noted that the current BC vehicle will be placed in reserve status and should be a reliable back-up unit for approximately 10 more years. Chief Bane stated that new vehicle will be a 2015 Suburban and will be purchased thru the State Fleet agreement in conjunction with Ewald Automotive Group. Chief Bane noted that the cost of the vehicle would be \$39,235.00 plus tax, title and license fees and funding will come from reserves set aside in the Capital budget specifically for this type of purchase. Chief Bane also stated that additionally, this vehicle will need to have lighting, lettering and striping consistent with other vehicles within the department and will maintain compliance with the NFPA 1901 Standard for Automotive Fire Apparatus. Chief Bane stated that the total cost of this package will be \$18,756.51 plus tax.

A motion was made by Commissioner Mikolajewski and seconded by Commissioner Princeton to approve the Command Vehicle purchase as noted above and presented by Chief Bane.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron
 No: 0

12. Communication: MIH Program Monthly Review

Fire Chief Steve Bane presented a communication update regarding the Mobile Integrated Healthcare (MIH) program.

Chief Bane stated that the program continues to be successful with the enrolled patients and he was pleased to share with the Commissioners a recent graduate of the program. Chief Bane stated that in order to graduate from the program, there are a set of criteria one needs to meet to have successfully complete the program.

The Commissioners had no additional questions or comments and the report was placed on file.

E. POLICE DEPARTMENT

13. Statistics

Captain Steve Beyer submitted the Statistics report for the Commissioners review. Ct. Beyer stated that overall, the statics reports have not had any remarkable changes to date. Captain Beyer stated however, that heroin overdoses for the month of February increased by more than half compared to January 2015.

The Commissioners had no additional questions or comments and the report was placed on file.

14. Overtime Comparison

Captain Steve Beyer submitted the Overtime Comparison report for the Commissioners review.

Ct. Beyer stated that currently overtime numbers to date are static or down, noting that police command staff continue to be aware of keeping overtime under control. Ct. Beyer stated that there was an overtime category that was added to the report but explained that overtime costs will be funded via an after school program grant. Ct. Beyer stated that issues with kids loitering around schools and other behavioral conflicts taking place after school hours prompted parents and school officials to meet with the police to determine a course of corrective action. Ct. Beyer stated that the school district was able to provide funding for overtime reimbursement and increased police presence has begun to abate some of these issues. Ct. Beyer stated that the department is providing the schools with bi-monthly updates on the progress of the program for further evaluation and continuance in the future.

The Commissioners had no additional questions or comments and the report was placed on file.

15. Police Department Financial Report

Captain Steve Beyer submitted the Police Department Financial Report.

The Commissioners had no additional questions or comments and the report was placed on file.

16. Communications Activity Report

Deputy Chief Chris Botsch submitted the Communication Activity Report prepared by Lieutenant Christopher Beldin.

DC Botsch stated that a phone tree has been created for the communication center (302-8000) to help route many of the calls that may not be emergency in nature. DC Botsch stated that the caller will hear a recorded message directing them to appropriate areas depending on the nature of their call.

The Commissioners had no additional questions or comments and the report was placed on file.

17. Community Services Bureau Report

Deputy Chief Chris Botsch submitted the Community Service Bureau Report prepared by Lt. Jeff Nohelty.

DC Botsch stated that the CAAD Winterfest at Nathan Hale on February 7th was a success and the event had approximately 500 people in attendance. DC Botsch also noted that Neighborhood Specialists Mark Bykowski & Brian Mason continue with their walking tours of West Allis neighborhoods to investigate for vacant and abandoned homes. He noted that once such properties were located, they were referred to the building inspector's office for follow-up and necessary posting information.

The Commissioners had no additional questions or comments and the report was placed on file.

18. Crime Analyst Report

Deputy Chief Chris Botsch submitted the Crime Analyst Report prepared by Crime Analyst Chrisie Hunter as well as the corresponding police bulletin information.

The Commissioners had no additional questions or comments and the report was placed on file.

19. Traffic Report

Deputy Chief Chris Botsch submitted the Traffic Report prepared by Lieutenant Todd Clementi.

DC Botsch stated that beginning in January of 2015, the records bureau began to recover past due parking fines via the tax refund interception program (TRIP) and to date, the program has allowed the department to recover a total of \$13,000 in previously unpaid parking fine.

The Commissioners had no additional questions or comments and the report was placed on file.

20. Training Report

Deputy Chief Chris Botsch submitted the Training Report prepared by Captain Ron Versnik and Sergeant Archie Dunbar.

DC Botsch stated that the Honor Guard participated in a memorial service for Det. Staci Napoli that was held at the department on February 17th. He noted that her family and many other people were in attendance and it was a nice memorial to her.

The Commissioners had no additional questions or comments and the report was placed on file.

21. Request for Approval: Officers Completed Probation Period

Deputy Chief Chris Botsch submitted for approval a list of Police Officers who have finished their probationary period and have been assigned to permanent status as of March 10, 2015. DC Botsch noted that going forward, this end of probationary information will be given to the Commissioners a month prior for their review and to answer any additional questions warranted.

A motion was made by Commissioner Princeton and seconded by Commissioner Mikolajewski to approve this request as noted above and presented by DC Botsch.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron

No: 0

22. Request for Approval: 2015 Ammunition Purchase

Deputy Chief Chris Botsch submitted a request for the 2015 annual ammunition purchase. DC Botsch stated that the ammunition requested includes pistol and rifle ammunition, along with Simunition rounds. DC Botsch stated that the approximate expenditure amount for this purchase will be \$18,693.50.

A motion was made by Commissioner Princeton and seconded by Commissioner Mikolajewski to approve this request as noted above and presented by DC Botsch.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron

No: 0

23. Training Facility PowerPoint and Support Emails

Deputy Chief Chris Botsch stated that at the February meeting, Commissioners had tabled the request to approve the department's training facility in lieu of presentation by the department of more substantial reasoning and additional back-up information as to the use of such a facility by not only the department, but the potential of other departments' interest in such a facility. DC Botsch presented an in-depth Powerpoint presentation that clearly outlined the pros to building such a training facility for the Police Department. DC Botsch also submitted further back-up emails and letters from surrounding departments indicating their sincere interest and comments regarding the availability of such a facility. DC Botsch indicated that many of these surrounding departments were open to paying a small user fee to utilize the training facility for their own purposes.

Commissioner Princeton noted that the additional information presented at the meeting as well as the back-up, positive emails from surrounding departments were appreciated, and he was supportive of the facility.

A motion was made by Commissioner Princeton and seconded by Commissioner Heron to approve this request as noted above and presented by DC Botsch.

The motion carried by the following votes:

Votes: Aye: 4, Commissioners Kempen, Princeton, Mikolajewski and Heron

No: 0

24. Sick & Injured Report

Deputy Chief Chris Botsch submitted the Sick & Injured Report for February.

The Commissioners had no additional questions or comments and the report was placed on file.

25. 1st Shift Activity Report

Deputy Chief Robert Fletcher submitted the 1st Shift Activity Report prepared by Captain Rob Navarrette.

DC Fletcher stated that as February was a very cold month, a number of cars had been reported stolen due to residents warming their cars up prior to leaving for work, etc. DC Fletcher stated that in just one day, the department received 5 complaints of stolen vehicles specifically related to leaving the cars unattended as they warmed up. DC Fletcher stated that 1st shift officer were directed to neighborhoods to provide a visual presence and speak with people about leaving their cars running and unattended.

The Commissioners had no additional questions or comments and the report was placed on file.

26. 2nd Shift Activity Report

Deputy Chief Robert Fletcher submitted the 2nd Shift Activity Report prepared by Captain Chad Evenson and Lieutenant Nick Pye.

DC Fletcher stated that Officers continue to strictly enforce the speed limits in posted school zones. He noted that specifically the area surrounding St. Paul's Lutheran School, which is located on a high traffic, busy street. DC Fletcher also stated that the new skate park is very popular and to date, there have been on issues in or around this area.

The Commissioners had no additional questions or comments and the report was placed on file.

27. 3rd Shift Activity Report

Deputy Chief Robert Fletcher submitted the 3rd Shift Activity Report prepared by Captain Christopher Marks.

DC Fletcher reviewed a car arson incident that was set by a victim's ex-boyfriend. He stated that during the on-site investigation, the ex-boyfriend called the victim repeatedly and Officers were able to track him down by working in conjunction with a cell phone provider to narrow in on a location of the suspect. DC Fletcher stated that Officers were able to locate and apprehend him successfully and the suspect was charged with recklessly endangering safety and arson.

The Commissioners had no additional questions or comments and the report was placed on file.

28. Criminal Investigations Unit Activity Report

Captain Barry Waddell submitted the Criminal Investigations Unit Activity Report.

Ct. Waddell discussed a major case that resulted in the arrest of three (3) individuals for intimidation of a witness in relation to an attempted homicide incident that occurred in December of 2014. Additionally, he also discussed briefly the car theft group known as the "Tint Window Crew." Ct. Waddell stated that this criminal crew are suspected to be involved in a series of crimes regarding drug, motor vehicle thefts and firearm related violent offenses.

The Commissioners had no additional questions or comments and the report was placed on file.

29. Sensitive Crimes Activity Report

Deputy Chief Robert Fletcher submitted the Sensitive Crimes Activity Report prepared by Lieutenant Jessica Johnson.

DC Fletcher noted that City Council passed an amendment to the current City's ordinance on sex offenders indicating that such offenders could be fined up to \$500.00 a day for infractions regarding the ordinance.

The Commissioners had no additional questions or comments and the report was placed on file.

30. Tavern Violation Report

Deputy Chief Robert Fletcher submitted the Tavern Violation Report prepared by Lieutenant Jessica Johnson.

The Commissioners had no additional questions or comments and the report was placed on file.

31. 2014 Year End K9 Report

Captain Barry Waddell submitted the 2014 year-end K9 Report.

Ct. Waddell stated that K9's Sonny, Diesel and Jax all continue to perform at the highest level necessary and to achieve all of their training and recertification goals:

- K9 Sonny and his handler Cpl. Zientek logged 180 total hours of training for the year, which is an average of 15 hours per month. In March of 2014 the team passed narcotics re-certification program as well as the recertification for US Currency program.
- K9 Diesel and his handler Cpl. McNally have logged 200 hours of training and attended and passed the North American Police Work Dog Association certification in May of 2014. Additionally, the team attending the Wisconsin Law Enforcement Canine Handlers Association conference (WLECHA) and Cpl. McNally received the 2014 Canine Handler of year award.
- K9 Jax and his handler Cpl. Cerqua have logged well over their minimum of 16 hours of training each month. He stated that the team attended and passed the North American Police Work Dog Association certification in May of 2014 and they also attended the WLECHA in October and received the Rookie of the Year award.

Ct. Waddell thanked Dr. Troy Semandel of the Spirit of 76 Vet Clinic for his continuing vet care as well as Pet World for providing dog food for all three dogs through a partnership with Earthborn Products and Pam's Paws for providing grooming care. He also stated that the 4th annual K9 golf outing in June of 2014 raised approximately \$26,000 and the 5th annual golf outing will take place on June 19, 2015.

The Commissioners had no additional questions or comments and the report was placed on file.

F. POLICE AND FIRE COMMISSION

32. Discussion: Addition of PFC agenda topic: Citizen Participation/Statements

Commissioner Kempen referenced a previous discussion held in August of 2010 regarding this same issue and distributed the meeting minutes pertaining to that discussion. He stated that, historically, public participation has been at the discretion of the President of the Commission. Commissioner Kempen stated that on every Agenda and on the PFC portion of the City’s website, it is clearly stated how the general public may make comments at a scheduled PFC meeting. Commissioner Kempen stated that he would encourage the Commissioners to keep this process as is.

Commissioners agreed that they were comfortable with the current procedure and do not see a need to change it at this time.

33. Discussion: Scheduling of Police Chief’s and Fire Chief’s Annual Performance Evaluations

After a brief discussion, Chief Padgett’s evaluation session will be held in closed session at the April PFC meeting and Chief Bane’s will be held in closed session at the May PFC meeting. Commissioner Kempen stated that as his term will be up effective May 1st, he will be deferring to Commissioner Nehmer to conduct the evaluations.

34. Discussion: Fire and Police Department IT updates

A brief discussion was conducted in reference to the recently created I.T. Steering Committee. It was discussed that the committee has only had 2 meeting which consisted mainly of reviewing, discussing and prioritizing the projects brought forth by the various city divisions.

G. CLOSED SESSION

None Scheduled

H. ADJOURNMENT

There being no further business, on a motion made and seconded, the meeting adjourned at 8:00 pm

Public Meetings

All meetings of the West Allis Board of Police and Fire Commissioners are public meetings. In order for the general public to make comments at the meetings, an individual should schedule an appearance with the President of the Board, or with the appropriate Chief, otherwise, the meeting is a working session for the Commission itself, and discussion by those in attendance is limited to Board members, the Mayor, alderpersons, staff and others that may be a party to the matter being discussed.

Nondiscrimination Statement

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American with Disabilities Act Notice

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

Limited English Proficiency Statement

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.